

# Arizona Children's Executive Committee (ACEC) Meeting Minutes

**Thursday, July 24, 2008**  
**1:00 PM – 3:00 PM**  
**Cenpatico**  
**1501 W. Fountainhead Corporate Park, Suite 295**  
**Tempe, AZ 85007**

<b>Members Present</b>	Maria Richards – CPSA	Tyrone Peterson- DDD
Michele Flatbush – Cenpatico	Steve Tyrrell - AOC	Mark Ewy- DCYF
Wendy Cholfin – Magellan	Kim Engle – DBHS	Jytte Methmann -DBHS
Rodgers Wilson – DBHS	Vicki Johnson - MIKID	Maureen Rehak- NARBHA
Shawn Thiele – Magellan	Steve Lazere - DBHS	Bob Crouse- DBHS
Jane Kallal– FIC	Mike Carr- DCYF	Roberta Brown - ADE
Anne Rock – DBHS	Nitika Singh - DBHS	Karna Tommeraasen- JPO

ITEM	DISCUSSION	FOLLOW –UP ITEMS	PERSON RESPONSIBLE
Welcome/Introductions	Dr. Wilson welcomed participants and introductions were given. Dr. Wilson welcomed Shawn Thiele from Magellan to the committee. Dr. Wilson also introduced Dr. Sara Salek who is the new Children's Medical Director. Dr. Salek could not attend today, but will be joining this committee in the future.	None	NA
Review of Minutes from 6/26/08 meeting	The draft minutes were approved.	None	

## Old Business/Follow-Up

ACEC Strategic Plan Updates	<p>Updates were made to the Strategic Plan and provided to the Committee members. If any changes are required, please notify Steve Lazere.</p> <p><u>Goal 2, Strategy One, Task 1.4 (Increase technical assistance to CFT's)</u></p> <p>Bob Crouse reported some of the difficulties in addressing this task, specifically in relation to making individuals available to provide clinical consultation or technical assistance to CFT's. The Clinical Subcommittee instead suggested that resources such as websites should be provided to refer to CFT's who need information about treating specialty populations. Websites could be listed in the ACEC newsletter for people to access.</p> <p>Shawn Thiele indicated that excluding the clinical consultation piece could increase the chances of misinterpretation and potentially impact service. It was recommend that both clinical consultation and web based resources be provided in order to provide the necessary technical</p>		
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	<p>assistance to the CFT's. In addition, RBHA's, CFT coaches, and clinicians could provide technical assistance if CFT's have questions about web based resources. Another idea involved developing an inventory of cases or scenario for CFT's to access if they are experiencing issues or problems and providing financial incentives to staff to provide these scenarios. It was recommended that RBHA's provide a list of people in their network who have expertise in specialty areas. It is important that these specialty providers have a system view with an understanding of clinical and coordination of care practices. One of the family organizations would store this information or data.</p> <p><u>Goal 2, Strategy 2, Task 2.1 (Develop a process/protocol for the case review)</u></p> <p>Bob Crouse reported that Task 2.1 is completed.</p> <p>Michelle Flatbush provided an updated Barrier Identification/Resolution flowchart. Additional changes to the flowchart were recommended.</p> <p><u>Goal 2, Strategy 2, Task 2.2 (Use case study approach to identify opportunities for system improvements)</u></p> <p>Bob Crouse reported Cenpatico will be piloting this process. The Clinical Subcommittee identified a case barrier that could present system barriers and will be introduced at the August ACEC meeting.</p> <p><u>Goal 3, Strategy 1, Task 1.1 and 1.2, ( Design and implement curriculum for educating the school system about CFT's and roll out the training)</u></p> <p><u>Goal 3, Strategy 3, Task 3.1 and Task 3.2 (educating behavioral health system about the educational process and roll-out the training)</u></p> <p>Steve provided an update from Kim Skrentny:</p> <p>The Training Subcommittee continues to meet monthly and has updated its work plan to reflect changes made to the areas identified for inclusion into the curriculum description of how to navigate the educational</p>	<p>Update Strategic Plan to reflect Task 2.1 completed</p> <p>Update flowchart</p>	<p>Steve Lazere</p> <p>Clinical Subcommittee</p>
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	<p>process. Status updates were also noted on the revised workplan. The group finalized a matrix which identified individual components of the <u>educational structure</u> statewide including a description of each component. In addition to this work the group outlined a portion of the framework for <u>enrollment processes</u> such as required and desired information/documents at time of school enrollment and potential situations to address at this time. The group will finish this section by reviewing documents needed for specific types of enrollment before moving on to a description of the various federal and state requirements.</p> <p>The subcommittee has determined that this curriculum will become a useful tool for the education system in training new staff to their own system. The subcommittee's facilitator is researching the potential addition of two members to the group who have strong backgrounds in education, mental health and family perspective</p> <p>Kim also wanted to discuss the following issue surrounding Goal 3. Per the recommendation of Dr. Nelson, the initial focus of this group's work has been on addressing Goal 3, Strategy 3 of the ACEC Strategic Plan, thus placing on hold Strategy 1 of this same goal due to the volume of work to complete the education system's curriculum. Once this curriculum has been completed and rolled out through training the subcommittee would like to evaluate lessons learned before development of the curriculum on the BH system with sections on other state agencies (ACEC Strategic Plan Goal 3, Strategy 1). Toward this end the Training Subcommittee would like to request that the work of Goal 3, Strategy 1 be extended into FY2009-10 as a more realistic due date.</p> <p>In addition, the current completion dates for Goal 3, Strategy 3.1 (June 2008) and Goal 3, Strategy 3.2 (August 2008) are not realistic. The training subcommittee would like to adjust these dates to reflect completions dates of December 2008 for 3.1 and February 2009 for 3.2.</p> <p>These changes were approved by the committee</p>		
RBHA's Medical Directors Workgroup on Children's Medication	<p>Dr. Wilson reported that this group has been working with all the T/RBHA Children's Medical Director in looking at prescribing medications for children age 0-5. The lead child psychiatrist is Dr. Stein from CPSA. The most prescribed medication for this age group was Risperidol. The workgroup is looking at psychotherapeutic models and</p>		

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	behavioral models of assessment before prescribing psychotropic medications. There is discussion about a privileging process for the 0-5 age group. A Guidance Document on this subject is currently being developed. The Department will also be looking at quarterly submissions of prescribing data. The workgroup will also be looking at other age groups (pre-teen, teen) to get a system view as to how medications are being prescribed for children under the age of 18. Anticipate having the document completed by September.		
<b>New Business</b>			
	There was no new business items introduced.		
<b>Other Updates</b>			
<b>State Infrastructure Grant/Substance Abuse Coordination Grant (SIG/SAC) Updates</b>	<p>Nitika Singh reported that she attended the Positive Behavioral Support Functional Behavioral Assessment training at Cenpatico.</p> <p>DBHS is hosting an adolescent substance abuse conference on September 11th and 12<sup>th</sup> with a link on the DBHS website. Nitika announced that ACEC members are being an extended a complimentary invitation. Dr. Wesley Clark from SAMSHA will be the keynote speaker. If you have questions or need to register, please contact Nitika at <a href="mailto:singhn@azdhs.gov">singhn@azdhs.gov</a> or Tracy Young at <a href="mailto:youngt@azdhs.gov">youngt@azdhs.gov</a></p>		
<b>Best Practices Advisory Committee</b>	No update		
<b>JK Settlement/Children's System of Care</b>	<p>Kim Engle provided an amendment to the Children's System of Care Plan involving cultural competency. Hoping to have the entire Children's System of Care Plan finalized by mid-August. The state plan and accomplishments from November 2007 through June 2008 will then be posted on the DHS website.</p> <p>Steve Tyrrell had questions regarding the 4 hour and full day training DBHS Cultural Competency training discussed in the System of Care Plan. Kim said she would invite our Diversity and Inclusion Administrator to the next meeting.</p>	Invite Norma Garcia Torres to answer questions regarding this goal	Kim Engle
<b>Subcommittee Updates</b>			
<b>Clinical Subcommittee</b>	Please see the ACEC Strategic Plan update.		

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<b>Family Involvement Subcommittee</b>	The committee will be meeting next month. Trainings to parents on the educational system will resume next month with presentation to be done in English and Spanish		
<b>Adolescent Substance Abuse Subcommittee</b>	<p>At the last ACEC meeting, the subcommittee workgroup, which was established to identify goals for this Subcommittee, presented their work plan to the ACEC. Feedback was requested from the ACEC members, but there was little response.</p> <p>Mark Ewy handed out the work plan and asked the committee for feedback. Mark indicated that the work plan is focused on assessment, funding, education and training and capacity of services, specifically what type of services are being provided. It was pointed out that the Governor's Executive Order is responsible for identifying substance abuse treatment capacity statewide with a report due in September. There were questions if this report would identify just an inventory of what is available or would it provide details into the type of treatment services being provided. It appears that the plan is to be more specific about the nature of the treatment. It was recommended that this subgroup work more closely with the Arizona Substance Abuse Partnership (ASAP) to ensure that there isn't a duplication of work.</p> <p>If you have any feedback or suggestions regarding the work plan, please contact Nitika Singh at <a href="mailto:nsingh@azdhs.gov">nsingh@azdhs.gov</a> or Mark Ewy at <a href="mailto:mewy@azdes.gov">mewy@azdes.gov</a>.</p>		
<b>Training Subcommittee</b>	Please see the ACEC Strategic Plan Update.		
<b>RBHA and Other Agency Updates</b>			
<b>Magellan</b>	Shawn Thiele reported that she is getting familiar with the system and structures within Magellan to strengthen the children system and getting familiar with the various committees. Wendy Cholfin reported that Magellan has put together a family support workgroup comprised of PNO's, family run organizations and family members to develop a plan to operationalize family involvement and support. A large workgroup around Transition to the Adult system has been developed with other subcommittees addressing other aspects of the transitions piece. Please contact Wendy at <a href="mailto:wcholfin@magellanhealth.com">wcholfin@magellanhealth.com</a> if you are interested in participating in the larger workgroup or subcommittees		

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<b>CPSA</b>	Maria Richards reported that are in the process of hiring a Children's Manager and are working on the Children's System of Care Plan.		
<b>Cenpatico</b>	Michele Flatbush reported that Cenpatico is working on employment especially around transition age youth for adults and children age 16 and above.		
<b>NARBHA</b>	Maureen Rehak reported that NARBHA held White Bison training in July and will do so in August. Also working on System of Care updates and revisions.		
<b>Pascua Yaqui</b>	No update.		
<b>DDD</b>	No update.		
<b>ADJC</b>	No update		
<b>AOC</b>	Steve Tyrrell reported that the next SPEP training is scheduled for next July 29th with some spaces available. Please contact Steve if you are interested.		
<b>DCYF</b>	Mike Carr gave kudos to SEABHS and CPSA. The Nogales clinic several months ago was concerned that children were leaving Nogales as there were no foster homes so they held their own foster care recruitment in Nogales and recruited several families. In June 2008, the number of CPS children who were determined Title XIX eligible exceeded an all-time high of 92 percent. DCYF had a meeting with federal officials regarding the PIP and they asked that more work be done around informed consent and psychotropic medications.		
<b>DERS/RSA</b>	No update		

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<b>FIC</b>	Jane Kallal reported that a presentation on the findings around the Meet Me Where I Campaign focus groups with families will take place at FIC on July 30 <sup>th</sup> at 5:30pm		
<b>Other</b>	<p>Dr. Wilson reported that Gila River has hired a Child's Medical Director who will be starting within the next week or so.</p> <p>Kim Engle recommended that the White Mountain Apache tribe be invited to participate in this meeting. Dr. Wilson stated that their enrollment has gone up dramatically, most of those clients under the age of 17.</p> <p>Dr. Wilson reported that he will continue to chair this meeting until Dr. Salek is prepared to take over.</p>	I Invite White Mountain Apache tribe to participate in ACEC meeting	Steve Lazere
<b>Adjourn</b>	Next meeting August 28 <sup>th</sup> at ADHS.		